

ADDENDUM NUMBER 1

MARCIA COGGS HUMAN SERVICES CENTER
HVAC RENOVATIONS
RE-BID
Site #340, Bldg. #5600
1220 West Vliet Street
Milwaukee, WI

Project Number: S032-09434

Date of Addendum: March 26, 2012

This Addendum to the Contract Documents is issued to modify, explain or correct the original documents, dated February 29, 2012, and is hereby made part of the Contract Documents. Acknowledge receipt of this Addendum in the space provided on the Bid Form, or bid may be rejected.

1. DRAWINGS

- a. Remove all references to phasing of the work for this project. The owner will not relocate occupants and shall occupy the entire floor for the Base Bid and Alternate A; therefore, no phasing of work is required.
- b. See the attached sketch M1 for additional information on the HWS/R and CWS/R piping tie-in points for Alternate A.

2. SPECIFICATIONS

- a. Replace the original specification section 01100 SUMMARY as provided in the Project Manual and replace it with the attached revised 01100 SUMMARY that is attached to and issued as part of this Addendum 1.

End of Addendum No. 1

SECTION 01100
SUMMARY

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Contract description.
- B. Construction Conditions
- C. Contractor's use of site and premises.
- D. Keys
- E. Future work.
- F. Work sequence.
- G. Owner occupancy.

1.2 CONTRACT DESCRIPTION

- A. Work of the Project includes the base bid Work consisting of upgrading the 3rd floor HVAC system by providing revisions to the existing air handling unit (AHU-10) located in the Penthouse equipment room along with demolition of associated ductwork, VAV boxes, and controls. The new Work associated with the base bid is replacing the demolished ductwork, VAV boxes and controls with new as shown on the drawings and as stated in the specifications. An existing relief fan in the Penthouse will be utilized to work with AHU-10, two new control dampers, new ductwork and a new louver to relieve excess air pressure when AHU-10 is in economizer mode or as needed for building pressure relief. New chilled water supply and return taps, pipes, supports, shut off valves, tees and blind flanges on 2nd floor. New hot water supply and return taps, pipes, supports, shut off valves, tees and blind flanges on 2nd floor.
- B. Alternate A and Alternate B shall be separate bids for HVAC Work on the second floor and some plumbing piping on first floor.
- C. Alternate A consists of Work on the west half of the second floor. The Work is demolition of 2 existing suspended AHU, ductwork, VAV boxes and controls. One new AHU will replace the two demolished AHU. The new AHU will be provided in a new mechanical room on the west half of the second floor. New ductwork, VAV boxes and associated ductwork and piping shall be provided.
- D. Alternate B consists of Work within Alternate A. The Work is demolition of 8 existing VAV boxes, associated ductwork and controls. Provide a deduct price to leave the 8 VAV boxes in place, the associated ductwork and controls as well. The deduct price for the 1 new VAV box, and 3 fan powered VAV boxes, associated ductwork and controls.
- E. Alternate C is the complete deduct of controls for the Base Bid, Alternate A and Alternate B. Provide a deduct for the cost of the controls of the Base Bid under Alternate C. Included in Alternate C are the separate deduction costs for Alternate A controls and Alternate B controls.

- F. Additional hot water supply and return piping and chilled water supply and return piping is required for Alternate A. This work takes place on the second floor in the north corridor.
- G. The ceiling grid and tiles shall be removed for the entire third floor as part of the base bid. The existing light fixture shall be reused and must be secured (hung in place) during Work.
- H. The ceiling grid and tiles shall be removed for the entire Alternate A if the alternate is accepted. The existing light fixture shall be reused and must be secured (hung in place) during Work. See the electrical plans for additional information.
- I. A new ceiling grid and tile ceiling will be installed when the Work above the ceiling is complete. Typical for Base Bid and Alternate A.
- J. Once the new ceiling grid is in place the electrical contractor will clean each light fixture and provide them in the same location as they were removed from. Typical for Base Bid and Alternate A.
- K. The existing HVAC slot diffusers will be reused. They must be cleaned prior to installation. Typical for Base Bid and Alternate A.
- L. *All work on the third floor Base Bid and Alternate A, if accepted, will occur while the owner is occupying the space. Each week and each day of the week all contractors shall coordinate their area of Work with the prime contractor who shall coordinate the areas of Work with the Owner. The prime contractor shall cover all furniture, remove artwork from walls and turn over to the owner and completely cover all flooring while working.*
- M. The contractor shall provide dust barriers from floor or structure above on the floor they are working on. The entire floor shall be covered until all Work is completed. *Dust barriers shall be rolled up and out of the way each day so occupants and customers may walk below the dust barrier.*
- N. All disciplines shall review all other disciplines drawings and specifications to understand the entire scope of Work for the entire Project.
- O. Perform Work of Contract under stipulated sum contract with Owner in accordance with Conditions of Contract.
- P. Work of Contract is identified in the following sections and on Drawings.
- Q. Milwaukee County will furnish the Agreement form for signatures and bonding. Agreement forms may be reviewed in Architecture, Engineering & Environmental Services Division, Milwaukee County City Campus, 2711 W. Wells St., 2nd Floor, Milwaukee WI 53208.
- R. Owner will award single Prime Contract as follows:

Contract 1 - HVAC Renovations

1.3 CONSTRUCTION CONDITIONS

- A. Information pertaining to preliminary investigations appears on Drawings. While data has been collected with reasonable care, there is no expressed or implied guarantee that conditions indicated are entirely representative of those actually existing or that unanticipated developments may not occur.

- B. Contractor, Subcontractor, Erector, or Supplier shall take into account existing and working conditions relating to execution of their work. Neglect of this requirement shall not be cause for additional compensation.
- C. Hazardous materials may be present within the existing facility. Coordinate removal of hazardous materials with Owner in compliance with hazardous materials procedures and regulations. Designated removal of hazardous materials, including asbestos shall be coordinated with Owner's hazardous material remediation contractor, who will dispose of materials containing hazardous substances.

1.4 CONTRACTOR'S USE OF SITE AND PREMISES

- A. Limit use of site and premises to allow:
 - 1. Owner occupancy.
 - 2. Work by Others and/or Work by Owner.
 - 3. Use of site and premises by the public and Owner's staff: Owner's normal operations will continue during construction.
- B. Access to Site and Time Restrictions for performing Work: Contractor access shall generally be Monday through Friday from 5:30 P.M. to 2:00 A.M. Specific Work areas, access and times will be directed and approved by Owner as designated during the pre-construction meeting. Work in the Penthouse as part of the Base Bid may take place during "Normal Business Hours" as long as the owner is not interrupted.
 - 1. If Alternate A is accepted, work in *the new* mechanical room may take place during "Normal Business Hours" as long as the owner is not interrupted.
 - 2. The freight elevator may be used for contractor's equipment. *Do not interfere with the normal daily usage for the building customers and employees.*
 - 3. The contractor(s) are allowed to park in Lot C. Loading and unloading of equipment is allowed in the loading dock area during the scheduled time shown in B. *above or with prior approval as scheduled with the building owner.*
 - 4. A contractor provided dumpster is allowed near the loading dock area, coordination of the location shall take place once contract has been awarded.
 - 5. Access to the Building shall be provided by the owner. All contractors must get access from the owner.
 - 6. Public access to the Marcia P. Coggs Building shall be open during normal business hours, which will be in operation during construction.
 - 7. Emergency egress from the building shall not be obstructed (by any construction activities or storage of any construction materials) and open to the public-right-of-way during the length of construction.
 - 8. Public access to the site shall be open and not be obstructed during the length of construction. Designated areas will be provided for construction activities and will be marked prior to the beginning of construction.
 - 9. Designated storage and staging areas will be provided by the owner for contractors use to store fixtures and diffusers for reinstallation, and for the contractors equipment and tools.
 - 10. *Special Conditions – work with the owner and provide them 72 hours notice if existing conditions or new work make it necessary for the relocation of occupants. This will include work that requires an area cleared for more than the normal contractor second shift of work. Small areas of 500 square feet or less may be relocated for no more than 3 days of 6:00 AM to 5:30 PM daily owner work time.*
 - 11. *Contractor shall minimize the amount of dust, dirt and debris that falls from the removal of the ceiling tiles and ductwork so as to minimize the dust in the air and clean up requirements on the floor.*

12. *The contractor shall be required to cover all the office furniture, desks, tables, partitions, shelving, and floors with plastic poly sheeting during contractor work time and remove the poly plastic sheeting before the owner employees begin work.*
 13. *Verify all surfaces are clear of dirt, dust and debris daily.*
 14. *Self adhesive carpet plastic may be used to protect the carpeting.*
 15. *For rooms 305 and 307 special considerations are required. Schedule this work with 72 hours prior notification to owner. All work within this area including all demolition work and all new work shall be completed in 3 days. Changes to the architectural looks of this area affect the customers with sensitive needs and may cause adverse affects. With prior notification work may begin on a Thursday evening and conclude on Sunday evening meaning that this work will be mainly performed on the weekend.*
 16. *Notice: Access to the existing hot water risers and existing chilled water risers is through fire rated shaft walls. Repair the shaft walls to their pre-construction integrity.*
 17. *Phasing for the work in the Base Bid and Alternate A is eliminated. The owner shall occupy the entire construction area. There shall be no relocation of occupants except as noted above in 10.*
- C. **Utility Outages and Shutdown:** Owner and Architect/Engineer shall approve all equipment and utility shutdown a minimum 48 hours before any equipment or utility shutdown.
 - D. **Provide dust, dirt, and debris control.** Remove demolished material from Owner's property *at the end of each day*. Remove loose debris or place in covered dumpsters at end of each workday.
 - E. **Use rubber-tired equipment for transporting materials and equipment on paved surfaces, on roof and within building.** Do not exceed floor and roof load capacities.
 - F. **When applicable to the project construction, protect existing roofing membrane and roof with a rigid membrane, keep roof watertight.** Do not store equipment or materials on roof. When roof area work is complete, repair roof damaged by construction.
 - G. **Confine equipment, storage of materials, and operations of workers to limits indicated and as directed.**
 - H. **Owner assumes no responsibility for damage or loss due to storing of materials and equipment.**
 - I. **Vehicles shall travel at posted speed limits. Keep roads and pavement clean of dirt and debris.** If aprons, pavement and roads are not kept clean, Owner will clean pavement and charge cost against Contractor's Contract.
 - J. **Take special care in use of certain types of equipment such as air hammer type or equipment that make excess noise or interference that may interfere with the Owner's operation.** Obtain approval for equipment causing interference from Owner before use on project.
 - K. **Delivery and movement of materials and equipment:**
 1. **Move materials and equipment in and out of site as directed by Owner and with minimum interference with regular use of site.**
 2. **It is the responsibility of each Contractor and Subcontractor to arrange for delivery of materials and equipment to place of installation and for removal of surplus and debris.**

- L. Coordinate and cooperate with Owner. Schedule work with Owner at pre-arranged times. In some areas, Owner will require advance notice; verify these areas with Owner.
- M. Enforce among workers directly or indirectly employed on project to respect privacy, refrain from use of foul or abusive language, etc., and follow other rules which Owner may stipulate for conduct of workers.
- N. Identifying Badges: Contractors, Subcontractors, and their employees shall wear identifying badges when on project site and within building as directed and approved by Owner. Contractor and Subcontractors shall provide or use Owner provided badges as directed by Owner. Badge requirements including the size, description, and information shall be as approved by Owner.
- O. Contractors and their employees shall check in and out daily with Owner and as requested. Always secure, guard and account for materials, equipment, tools, etc. Report missing materials, equipment, tools, etc., to Owner immediately. Failure to abide by Owner's regulations will be cause for dismissal.

1.5 KEYS

- A. No keys will be issued to contractors. Contact building superintendent for access to work areas within buildings.
- B. At Owner's option some locations may require a \$100 refundable Key Deposit per set of keys for access to some Work areas. If keys are not returned, Contractor shall pay cost of re-keying locks affected by loss. Key Deposit will be returned when keys are returned upon completion of work order. Owner will not pay Key Deposits or forfeitures. Full retainage will not be released until keys have been returned.

1.6 FUTURE WORK

- A. Alternate A is considered future work if not accepted by the owner.

1.7 WORK SEQUENCE

- A. Construct Work to accommodate Owner's occupancy requirements during construction period, coordinate construction schedule and operations with Owner and Architect/Engineer. See above information and mechanical drawings for sequencing of Work

1.8 OWNER OCCUPANCY

- A. Owner will occupy the site during the period of construction. Daily work start times shall be arranged and approved by Owner's on site staff. On site work shall occur as indicated and approved by Owner and Architect/Engineer.
- B. The entire building shall remain fully operational during Work of the project.
 - 1. Contractor shall provide coordination and scheduling of Work that may cause interruptions.
 - 2. Schedule access in required restricted areas in advance of Work schedule. Work rendering facilities interruptions shall be minimized and scheduled in advance of work date(s) with Owner's approval.
- C. Cooperate with Owner to minimize conflict, and to facilitate Owner's operations.

- D. Schedule the Work to accommodate occupancy requirements with approval of Owner.
- E. Use adequate protection, such as temporary enclosures, controls, and security etc., so that the intended use of the existing facilities may continue during construction.
- F. Adhere to Owner's policy and safety and security regulations when performing work on or within existing facilities.
- G. When work is performed in Owner occupied areas, these areas shall be left in clean, dust and dirt-free condition, including removal of tools, material, and equipment at the end of each work day.
 - 1. Keep public areas clean. If public areas are not kept clean, Owner will clean these areas and deduct cost from Contract.

PART 2 PRODUCTS - Not Used.

PART 3 EXECUTION - Not Used.

END OF SECTION